

Iowa Telecommunications & Technology Commission
Grimes State Office Building, 1st Floor
400 E. 14th Street, Des Moines, IA 50319
FINAL
May 21, 2015

To ensure the most efficient use of State resources, the May 21, 2015 ITTC meeting was held via video conference pursuant to Iowa Code section 21.8. A video conference also ensured more Commissioners were able to participate in the meeting and reduced the risk of delays caused by weather or other impediments to travel. The meeting was accessible to members of the public through attendance at the Grimes State Office Building.

I. Roll Call:

- **Commissioners Present:**

Richard Bruner, Chair (on-site)
Kelly Dolan Lange, Member (on-site)
Timothy Lapointe, Member (on-site)
Mary Sellers, Member (on-site)
Mary Mosiman, Ex-Officio Member (on-site)

- **Iowa Communications Network Staff Present:**

Ric Lombard, Executive Director
Mark Johnson, Chief Operating Officer
Deb Evans, Chief Financial Officer
David Marley, Operations Manager
Philip Groner, Business Services Manager
Mike Cruise, Finance Manager
Jontell Harris, Government Relations Director
Jessica Jensen, Executive Administrator (Recorder/Minutes)
Scott Pappan, Engineering Manager
Helen Troyanovich, Cyber Bureau Chief
Lori Larsen, Communications Director
Vicki Wallis – Strategic Project Manager

- **Guests:**

Frank Hilton – Iowa Network Services (INS)
Joe Coon – Mississippi Bend Area Education Agency (AEA)

II. Call to Order

- Chairperson Bruner called the meeting to order at 10:31 a.m. It was noted that a quorum of members were present for the meeting.
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III. Approval of April 15, 2015 Meeting Minutes

- Chair Bruner requested to approve the April 15, 2015 Meeting Minutes. Commissioner Lapointe moved to approve the minutes and Commissioner Sellers seconded. The motion passed unanimously.
Commissioner Dolan Lange – Yes
Commissioner Lapointe – Yes
Commissioner Sellers - Yes
Commissioner Bruner - Yes
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IV. Old Business:

- **FirstNet Update – Director Ric Lumbard**

ICN Hours Spent Report – The ICN has been monitoring the hours that were spent on the data acquisition portion of the FirstNet process. The team was managed by Jontell Harris and was part of the SLIGP1 grant process completing the five disciplines requested. The second round of data acquisition requested by the FirstNet process may require an additional 1500-1600 hours, which can be funded by the SLIGP2 grant from FirstNet.

Comments:

Chair Bruner – The FirstNet team has done an excellent job on this project and congratulations to everyone who has worked on it.

Data Submission to FirstNet - The information collected during the first round of data acquisition for FirstNet was presented to the ISICSB board for approval and the data was approved unanimously for submission to FirstNet. The State of Iowa was the first to submit data. The FirstNet database was not ready to receive the data, therefore the data needs to be repackaged for submission and will then be sent to FirstNet. The State of Iowa has received many praises for work on the FirstNet project. The work completed has been significant and paves the way for other states to follow.

- **Voice Managed Services (VMS) Update – Deb Evans**

The team is still in the preparation stage. All of the connections to JFHQ and the Lucas building including the redundant connections are complete. The actual platforms should be installed by the end of June. The Geomacs were installed as a major part of the project and seem to be working well.

There is a plan for the “Top 10” customers and Engineering has created a plan for the first five agencies to begin the process. There are customers waiting for the process to begin.

Still outstanding is the cabling ITB and Statement of Work for out state cabling.

The team will be meeting and completing the roles and responsibilities and will follow up with a meeting regarding the technical roles.

Comments:

Chair Bruner – For those who have not met Scott Pappan he comes to the ICN from CenturyLink where he helped design this very project.

Commissioner Lapointe – What were the needs prior to the project and how is the project fulfilling those needs?

Director Lumbard - The ICN decided to go down this road to be able to provide more services to customers and save in the overall costs for the VMS system. It was a financially driven initiative and also the Governor encourages Public/Private Partnerships. The VMS vendor platform that the ICN was on prior to this change would not have allowed the ICN to accomplish all of the goals that the ICN intends to accomplish.

- **Lean Exercise with IDOM – Deb Evans**

LEAN is a program under the Department of Management (DOM) intended to improve state government processes and insure efficiency. A team was chosen consisting of employees from both ICN and CenturyLink. The goal was to develop an order process in the new VMS system to allow orders to be managed seamlessly, efficiently and effectively. It was presented to the leadership team and DOM with recommendations of how to move forward. It was a successful week because the ICN and CenturyLink were able to learn both organizations' current processes as well as how to partner. CenturyLink is now looking to DOM to do a LEAN process with their company. The entire LEAN process is an initiative of the Governor and the ICN's results were highly appreciated by DOM.

Comments:

Chair Bruner – Stated that this is the first Government/Private combined attempt at the LEAN process and the ICN is showing the way in that regard.

Director Ric Lumbard – This is a priority of the Governor's office. LEAN events happen all over state government. Dave Roederer, Director of DOM, made special notice of the partnership and said that this type of initiative should be done throughout state government.

- **Legislative Update – Director Ric Lumbard**

There have been changes to the state Broadband bill in regard to the ICN. The ICN was contacted by Senator Petersen who is handling the Broadband bill on the Senate side. She asked several questions regarding the 2014 Broadband proposal and the wholesale proposal that was on the table last year with STEM recommendations. An amendment was proposed that included a pilot program in the state and could potentially last for 10 years. We do not know if there is any support for the bill coming out of the Senate. We are unaware of where the bill is and not sure how the House would respond to the bill once it was passed by the Senate.

The private sector was contacted by Director Lumbard and assured that the bill was not initiated by the ICN.

The "Standings Bill" includes the ICN appropriation and is moving forward.

- **Finance Update – Mike Cruise**

April's summary of budget to actual reflects a \$354,295.00 positive cash flow, which makes it a little less than \$1.7 million for the year-to-date. The 2016-2017 budget proposal is being drafted now and should be completed by the end of next week.

Comments:

Mike Cruise: Chair Bruner, would you prefer to review the budget?

Chairman Bruner: Only if there is an issue.

V. New Business

- **Signing Authority Matrix – Ric Lumbard**

ICN's signing authority process was last reviewed and updated in 2003. There have been some organizational changes within the ICN and the signing authorities need to be adjusted. Ric hopes to have a finished draft for approval at the next ITTC meeting after his initial draft gets sent to the ITTC for review and recommendations.

Question:

Commissioner Lapointe - Is this an overview of past practices or will this substantially change the way we provide the authorities and signatures?

Answer:

Director Ric Lumbard - It will be different because the 2003 structure of the ICN doesn't exist, so how we approve things has changed significantly, but there has not been anything official stating how we should do things.

- **State of Iowa Youth Broadband Advisory Council (SYBAC) - Ric Lumbard**

There was an education roundtable discussion on Legislation Awareness Day held by the Broadband Matters campaign regarding Broadband in Iowa and the retention of professionals in the State of Iowa. There are professionals retiring from the industry, but yet there are not people to replace those who are retiring.

The idea came up to start a youth Broadband Advisory Council. It will help retain the intellectual assets of Iowa and will allow Iowa youth to have a voice. The ICN will lead this process but is looking to partner with other state agencies for this program. It will allow the ICN to ask the upcoming generations what they feel they need.

Question:

Commissioner Lapointe - What are the main degrees that you are looking to pull from for internships?

Answer:

Director Ric Lumbard - There are two sides; one is the Cyber Bureau that includes cyber immunity and cyber mitigation. The ICN will also be bringing in collegiate interns to work with, and help establish, the Cyber Bureau.

The youth committee is not an internship, but could potentially lead to that. The ICN is building the structure, but would like for the youth to drive the conversation of where to take broadband in the State of Iowa.

Question:

Commissioner Lapointe – So the colleges that you will be working with have Bachelor of Science programs in Cyber Security or what do you call it?

Answer:

Director Ric Lumbard – Under Computer Science they may have security programs. Each program depends on the college itself. The colleges that the ICN will be working with may also be willing to share cyber curriculum with high schools. This will help cross pollinate into the youth.

Comment:

Chair Bruner – This sounds like a great idea and I wonder why it hasn't been done before.

- **June 11th – 2015 – 2016 Vision Cast – Director Ric Lumbard**

On June 11, 2015 there will be an all new type of All Staff meeting. The ICN will be inviting the key leadership from the Public/Private Partnerships to the event including their staff and other vendors. This staff meeting will set the vision for the next fiscal year. The desire is to have a clear vision and plan for the next twelve months. There will be an ICN Blueprint released at that staff meeting to set the vision for the next year for the ICN. The plan is to have this as an annual event for the ICN and its vision setting procedures.

VI. Other Business

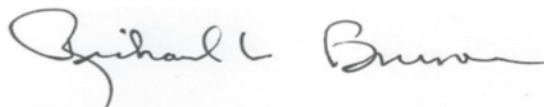
Comment:

Chair Bruner – During the ITTC meeting last month, the NASTD Regional Conference was going on and it was a week-long meeting. Vicki Wallis, an ICN employee, led the event. Chair Bruner recognized Vicki for all of her work with NASTD.

VII. Adjournment

Commissioner Lange moved that the meeting be adjourned. Commissioner Sellers seconded the motion. The ITTC meeting adjourned at 11:06 a.m.

ATTESTED TO:



Richard Bruner, Chair, Iowa Telecommunications and Technology Commission